

# Introduction

Safety and health in the workplace is everyone's responsibility. Employers must be aware of workplace hazards, and they must take appropriate action to minimize or eliminate exposure to these hazards. Workers are responsible for following the company policies, work procedures and training requirements established by their employers.

N.C. Department of Labor inspectors enforce the Occupational Safety and Health Act (OSHA) through a state plan approved by the U.S. Department of Labor.

The N.C. Department of Labor's Occupational Safety and Health Division offers many educational programs to the public and produces publications like this manual to help inform people about their rights and responsibilities regarding occupational safety and health.

This manual does not attempt to cover every safety and health aspect. It is rather an overview of the most basic safe practices directed to the most frequent hazards and causes of fatalities in the construction industry, with some emphasis on residential construction.

It is not intended to be a guideline for compliance with all pertinent regulations under the Occupational Safety and Health Act of North Carolina. The reader needs to refer to the original standards.

## Safety and Health Program Guidelines

Employers can benefit from the implementation and maintenance of a company program of policies and procedures to protect their employees and to help them recognize job-related safety and health hazards.

An effective company safety program must include the following four main elements:

### **1. Management Commitment and Employee Participation**

Safety and health must be recognized as a fundamental value to the organization, and supported by:

- A clear statement of policy by the owner
- Management support of safety policies and procedures
- Employee involvement in the structure and operation of the program

### **2. Worksite Analysis**

An effective company safety program sets forth procedures to analyze the jobsite for:

- Existing hazards
- Conditions and operations in which changes might occur to create new hazards